



Lake Metroparks Lake Erie Bluffs Shelter

3301 Lane Rd., Perry Twp., Ohio 44081

Facility Rental Policies & Procedures

Renter must be 21 or older and present during the rental. Max capacity is 74. The rental is for the inside of the shelter and patio area only. All other areas of the park are open to the public.

Keys

Keys are available to pick up at Concord Woods Administrative Office (11211 Spear Rd., Concord Twp., Ohio 44077) on the day of your rental. Office hours are M–F 8 am to 4:30 pm. After hours: Keys will be in an envelope marked with your name in the Registration Key Pick Up Box to the left of the main entrance. One key unlocks the storage room and one controls the lighting in the shelter. Keys must be returned to the Registration Key Return Box after rental.

Alcohol

Alcohol is permitted only with a pre-approved alcohol permit. Permit must be obtained a minimum of 60 days prior to rental date. Alcohol must be consumed in the shelter or on the designated patio area once the assigned Ranger is onsite. Renter must place the “No alcohol beyond this point” signs found in the storage room at the two entrances of the patio.

Tables/Chairs/Garage Doors

There are **fourteen 60-inch round tables, three 8-foot by 30-inch rectangular tables and 112 chairs**. There are approximately **ten picnic tables** in and around the shelter. There are six garage-type doors. The door control panel is in the storage room. Renters can have the doors fully open or fully closed during the rental.

Utilities

The shelter is **NOT heated**. There is electricity and a utility sink. The sink is shut off from November 1–April 30, however, nearby restroom will have running water.



• PLEASE DO NOT FEED WILDLIFE.

Numerous problems arise when you feed wildlife including the unnatural habituation of these animals to humans, the increased risk of disease spread, potential physical harm to visitors and the likelihood that Lake Metroparks will have to manage habituated animals by trapping or other means. Please do not contribute to these problems by feeding wildlife.



• Clean up is the responsibility of renter.

- Area in and around the shelter, including the parking lot, must be picked up and free of litter.
- All tables, chairs and picnic tables must be cleaned and returned to original locations.
- Garbage cans from storage room must be returned to original location.
- All trash must be placed in **COVERED** garbage cans. Any trash that does not fit in cans must be bagged, tied and locked in storage room as raccoons are a problem.
- Return alcohol signs to storage room (if applicable).
- **ALL** decorations, including outdoor balloons, signs and entrance markers, must be removed.
- **LOCK STORAGE ROOM.**
- **CLOSE ALL GARAGE DOORS.**



• **Decorations** that require the use of tape or string are permitted. The following are **NOT permitted**: use of nails, tacks, staples or other damaging materials.



• NOT Permitted

- Sidewalk chalk
- Confetti
- Balloon releases
- Commercial and personal inflatables or bounce houses
- Smoking in the shelter
- Unleashed dogs



• **Fires/Grills** No open fires unless built in the fireplace. A limited amount of firewood is supplied from October–April but is not guaranteed. Kindling is NOT provided. Two grills are available.



• **Cancellations** must be made in writing or by email. Rentals canceled within 30 days of the rental date will result in a 50 percent loss of the rental fee.



• **Security deposit** will be refunded in the way you paid approximately two weeks after the rental, provided the keys are returned, there is no damage, the shelter is cleaned properly and the policies and procedures are followed. Failure to return property to original condition could result in forfeiture of security deposit.

All park policies and procedures apply. Please call the registration department at 440-358-7275 or 800-669-9226 with any questions. For Lake Metroparks Ranger Dispatch, call 440-354-3434. For emergencies, call 911.